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R/D INFORMATION CENTER

1. Establish procedures for submission of a brief description of any R/D project in information handling in the intelligence community to a centralized R/D Information Center. Reporting forms in current use will be examined for potential acceptance.
2. Establish working spaces and 2 billets (GS-14, GS-⁵~~5~~) for operation of this center. Access to classified and unclassified telephone, and LDX is desired.
3. Receive brief written description of R/D projects.
4. Establish manual filing system for project descriptions with retrieval by project name, sponsoring agency, keywords, principal participating employees, (and other similar terms of interest.)
5. Publicize the information services available from the R/D Information Center on information services relating to the R/D information. Additionally, information is published in a monthly newsletter related to new projects, or projects of special interest to the intelligence community. Emphasis will be put on attracting users from the intelligence production areas.
6. Information services on R/D in information handling in the intelligence community is provided as requested.
7. In addition, a Blue Ribbon Panel, composed of representatives from each agency, will meet as often as necessary to review the submitted forms for information exchange and inclusion of useful information in the newsletter. The Blue Ribbon Panel will be capable of asking for further clarification briefings on the projects.

WORKING PAPER

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